

# Advisory Opinion Request Form

## U.S. House of Representatives

### Commission on Congressional Mailing Standards

1338 Longworth House Office Building

Washington, DC 20515

Telephone: Majority (202) 225-9337; Minority (202) 225-2061

Fax: Majority (202) 226-0047; Minority (202) 225-7664

Date:

Office of:

State:

District:

Staff Contact:

Telephone #:

Fax#:

Mailing Address:

E-mail Address:

The attached material is being submitted for preliminary review:

Advertisement

Letter

Questionnaire

Calendar

Newsletter

Sign/Banner

Flyer

Meeting notice

Stationery

Insert

Poster

Radio/TV script

Other:

This material will be distributed as a mass mailing/communication:      Yes      No

This material will be distributed via the following method:

USPS as      First Class,      Presorted Standard, and/or      Postal Patron mail

E-mail

Fax

Handout

Comments:

#### FOR COMMISSION USE ONLY

Request #: \_\_\_\_\_

Majority review: \_\_\_\_\_ Date: \_\_\_\_\_

Minority review: \_\_\_\_\_ Date: \_\_\_\_\_

Revisions necessary: \_\_\_\_\_

\_\_\_\_\_

Revisions approved by the Majority: \_\_\_\_\_ Date: \_\_\_\_\_

Revisions approved by the Minority: \_\_\_\_\_ Date: \_\_\_\_\_

Preliminary authorization issued to: \_\_\_\_\_ Date: \_\_\_\_\_